



## **City of San Bernardino Mills Act Application Packet**

Thank you for your interest in the City of San Bernardino's Mills Act Program. The purpose of the program is to encourage preservation and restoration of historic properties in the City. The Mills Act is a state law designed to provide financial incentives for property owners that restore and maintain historic residential and commercial properties. Because the Mills Act contract requires the property to be assessed using a different assessment methodology, it results in a reduction in property taxes paid by the property owner.

According to Resolution 2005-363, in order to be considered for a Preservation Agreement your property must be identified in the San Bernardino Historic Resources Reconnaissance Survey, Volume 2 – Tabular List of All Surveyed Historic Resources, dated April 30, 1991. Generally speaking, all structures built before 1942 are included on this list.

The City of San Bernardino will enter into a maximum of ten- (10) Mills Act preservation Agreements per year. Applications will be accepted during the month of June; incomplete applications will not be considered. The ten- (10) agreements will be randomly selected from the complete and eligible applications received. A \$200.00 application fee is due upon submittal of the application to the Community Development Department as well as an additional \$75.00 annual administration fee due each October.

A ten year rehabilitation plan is required as part of the application. Upon selection of your application, your property will be subject to an initial inspection by the City of San Bernardino staff to assist you in finalizing the rehabilitation plan and to photo document the current condition of the property. A Preservation Agreement will be drafted and then must be approved by the Mayor and Council.

Each year, you will be required to submit annual reports on completed project (s), along with copies of receipts and building permits where applicable, in order to document that your estimated property tax savings has been expended on your property's projects each year. You will also be required to submit a copy of your secured property tax bill to demonstrate your properties annual tax savings per year.

City staff will conduct periodic property inspections to ensure that proposed work has been completed and meets all applicable city standards. This packet is designed to assist you in completing the Mills Act Applications process. If you have any questions please contact the Community Development Department at 909-384-5357.